

FLORIDA | Board of Pharmacy

Tripartite Committee

Draft Meeting Minutes

August 25, 2017
Telephone Conference



Goar Alvarez
Committee Chair

C. Erica White
Executive Director

Friday, August 25, 2017 at 10:00 AM

Call to Order - The meeting was called to order by the Committee Chair, Dr. Alvarez, at 10:01 a.m.

Roll Call - Those present during the meeting included the following:

Committee Members

Goar Alvarez, PharmD – Chair
Kristen Weitzel, PharmD
Jeenu Philip, BPharm
Julie Wilkinson, PharmD
Amy H. Schwartz, PharmD, BCPS
Jeffrey Mesaros, PharmD, JD
Carsten Evans, Ph.D., RPh
Michael Jackson, RPh
Debra B. Glass, BPharm
Mark Mikhael, PharmD
Carmen Aceves Blumenthal, RPh
Jamie L. Fairclogh, MPH, PhD, MSPharm
Darice E. Richard, PharmD
Fritz Hayes, BPharm

Attorneys

Board Counsel:
Rachel Clark, Assistant Attorney General

Board Staff:

C. Erica White, Executive Director
Savada Knight, Regulatory Supervisor
Jessica Bennett, Board Administrative Staff

Ms. White opened the committee for discussion by providing a brief background and the purpose of the committee. Ms. White introduced Ms. Bennett as the Board staff liaison for routing continuing education providers and programs for review by the Committee.

Provider uploads information into CE Broker, Ms. Bennett will forward information to selected Committee group based on Board established matrix.

Dr. Alvarez inquired if CEs had already been routed. Ms. White confirmed that some groups were already in active review of CE programs.

Program information must be submitted 45 days before the presentation of the program. Board office would like review to occur within 14 days

Mr. Philip inquired about the purpose of the re-routing process. Ms. Bennett explained that she keeps track of the reviews she sends to the groups so the reviews are equally distributed. If a member in a

group is unable to provide a review, Ms. Bennett sends the review to another group. Members within and outside of individual groups do not communicate with each other.

1. Continuing Education Approval Process Review

- Overview of Rule 64B16-26.600, F.A.C.
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Dr. Weitzel inquired about process for feedback to the Board office or criteria for reviews. Ms. White advised that the Board office does have a document for items to look for when reviewing and evaluating the programs, but most are listed in the rule. Members can provide approval or feedback through CE Broker. Notes can also be posted in CE Broker.

Dr. Mikhael inquired about the expectations for approving provider applications. Ms. White explained that if additional information is requested or indicated by members, then Ms. Bennett will contact the applicant. If the applicant does not provide additional information and the members are unable to approve the CEs, then the application must go before the full Board for review. All information should be uploaded to CE Broker.

Dr. Alvarez asked Ms. White or Ms. Bennett to go over the process for the new members. Ms. Bennett explained that she accesses the materials in CE Broker and transfers the materials to a group. If materials are missing or needed, the member will make a note in CE Broker and Ms. Bennett will request the information from the applicant. Ms. Bennett advised that she is having difficulty getting responses back from applicants.

Dr. Schwartz inquired about programs that have the ACPE accreditation. Moving forward will they be weeded out?

2. Registered Pharmacy Technician Training (RTTP) Program Approval Process Review

- Overview of Rule 64B16-26.600, F.A.C

Ms. Bennett explained that RPT programs are submitted by paper and licenses are approved through LEIDS rather than a CE credit. The Committee does not review RTTP programs.

3. Questions and Answers

Ms. White will forward the checklist for what to look for when evaluating a program. Will locate and forward the manual described by Dr. Mikhael.

Mr. Jackson inquired about deleting messages in the CE Broker portal message box. Concerned about deleting messages that go to other members of the group. Ms. White will contact Marcia Mann.

Ms. White asked about future meetings. Rules says at the call of the Chair. Dr. Alvarez would like to have a discussion with Board staff and then determine when to meet again. Dr. Aceves recommended sending the materials to the old members. Dr. Alvarez said to send the materials to all of the members.

Mr. Philip asked about the timeframe for the approval process. Ms. White recommends 14 days to ensure sufficient time within the 45 days to obtain additional information if needed. Dr. Aceves and Ms. Glass agree.

Dr. Wilkinson has recently rejoined the Committee and has not received any notifications or links to CE Broker. Ms. Bennett will check with CE Broker.

Dr. Alvarez thanked the Board staff for help with this process

4. Adjourn

Mr. Jackson made a motion to adjourn the meeting and Ms. Glass seconded the motion. Meeting adjourned at 10:33 a.m.